**How to write a Science CV**

This is an example of a high quality science CV for graduates. All the course modules are included, also laboratory experience gained on your degree course and course projects. If you were applying for jobs outside science (e.g. banking) you would probably omit most of your modules (except those including mathematical or computing skills) and laboratory experience. Also see our [**Science Careers**](http://www.kent.ac.uk/careers/ScienceJobs.htm) page, [**Science Placement Covering Letter**](http://www.kent.ac.uk/careers/cv/goodbadcovlet.htm)and [**Science Vacation Placement Covering Letter**](http://www.kent.ac.uk/careers/cv/placementletter.htm)

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| **David Brown**  22 Temple Road, Folkestone, Kent CT17 3YU **Date of Birth:** 6th February, 1988.  **Email:** [db@yahoo.co.uk](http://www.kent.ac.uk/careers/cv/db@yahoo.co.uk) **Mobile:** 0339005678 **Tel:** 0167534768  **CAREER OBJECTIVE:**  I am keen to begin a career in biomedical science. I am a recent graduate who combined studies with working and other commitments. In achieving this, I have shown myself to be self-motivated, committed and determined in achieving my goals, come what may. I have also demonstrated negotiating and organizing skills, a firm sense of responsibility and my capacity to work hard under pressure. I possess excellent verbal and written communication skills and am able to relate to a wide range of people, as proven by my varied work experiences: in retail, catering, hospitality work, teaching and patient care. |  | A**large font size for the name**makes it stand out and easier to find in a pile of CVs    Use a sensible email address. Something like**RavingLoony@hotmilk.com** may not make the best impression!  A [**profile or career objective**](http://www.kent.ac.uk/careers/cv/CVProfiles.htm) isn't essential as much of this information would be included in a covering letter. It can be a useful summary particularly if you are sending your CV to recruitment agencies where a letter may become detached. You can also call this a career aim, profile or personal statement. |
| **EDUCATION:**  **2006-2009 THE UNIVERSITY OF KENT Biomedical Science BSc (Hons) 2:1** |  |  |
| |  |  |  | | --- | --- | --- | | **1st Year Subjects included:**   * Enzymes and Introduction to Metabolism 63% * Molecular and Cellular Biology I 67% * Human Physiology and Disease 64% * Skills for Bioscientists 58% * Chemical Principles 55% | **2nd Year**   * Pharmacology 63% * Physiology 71% * Medicinal Chemistry 68% * Skills for Biomedical Scientists I 59% * Gene Expression and Its Control 62% * Infection and Immunity 66% | **3rd Year**   * Advanced Immunology * Pathogens and Pathogenicity * Integrated Endocrinology and Metabolism * Haematology and Blood Transfusion * Skills for Biomedical Scientists II * Topics in Medical Biosciences | | **Practical skills gained during my degree**   * Preparation and identification of nucleic acids, protein isolation and separation by gel filtration, molecular modelling and computer analysis of kinetic data. Use of a haemocytometer, microscopic investigation, aseptic technique and bacterial isolation and cultivation. * Cell breakage, ELISA, immunoassays, spectroscopy, enzyme assays, protein purification, gene cloning, gas chromatography, HPLC and microscopy. * Well versed in sterile microbiological techniques allowing for the maintenance and growth of bacterial and yeast cell cultures, UV mutagenesis, western blot analysis, agarose gel electrophoresis, SDS-PAGE, DNA and RNA extraction and spectrophotometry. These were all key skills I had to master for my final year project (see below). | | | |  | The use of**tables to list modules** looks smart, suggests an organised person, and makes the CV easier to read. You can add your module marks here if they are good!    **Modules and practical skills** are listed as every science course is slightly different.    If you were going for a non-science job (e.g.[banking](http://www.kent.ac.uk/careers/sitebank.htm), you could leave these out. |
| **Final Year Research Project.**Title *“The effect of molecular chaperones on the maintenance of a yeast prion [PSI+]”.*Required that I work methodically with regards to health and safety regulations and pay close attention to detail in order to achieve accurate results.  **1999-2006 Folkestone High School**  **A-levels:**Chemistry B, Biology B, Maths C  **GCSEs:** 8 including Maths and English at grades A to C |  | **Projects** are very important if you are going for research work as they are the nearest thing you will have done to real science work. You could sell the skills you had gained here:   * ability to work independently * [manage your time](http://www.kent.ac.uk/careers/sk/time.htm) * [solve problems](http://www.kent.ac.uk/careers/sk/problem-solving-skills.htm) * [working in a team](http://www.kent.ac.uk/careers/sk/teamwork.htm) (for group projects) |
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| **WORK EXPERIENCE:**  **July 2009 - Dining Hall Assistant in Darwin College,  University of Kent**  Duties involved meeting and greeting of guests, plus dealing with any of their enquiries.  **Summer 2008 Next Retail (Sales Assistant)**  The job entailed working in the busy sale, taking deliveries, stock control and dealing with customers with high quality customer care.  **July 2007-September 2007 Tesco (Shop Assistant)**  Duties involved taking orders and stock control, generally dealing with customers and organising other assistants. I built a strong positive relationship with customers and staff.  **September 2006-February 2009 Sales Adviser in the Cookware Department, BHS.**  Duties involved stock taking, ordering of relevant stock from warehouse, arranging stock, displaying sales items, customer assistance and advice, arranging special orders and deliveries, as well as answering telephone enquiries. Responsible for my own particular sections of the department and had to ensure they met with the approval of my department store managers.  **July 2004 William Harvey Hospital, Ashford, (Work experience)**  Duties involved shadowing a doctor on her rheumatology clinics and ward rounds and generally looking after patients.  **Other jobs have also included:** waitressing, voluntary care in Folkestone Hospital and assisting in teaching infants at a Primary School. |  | [**Fonts**](http://www.kent.ac.uk/careers/cv.htm#fonts) are largely down to personal preference, but choose something clear and easy to read. My own preference is for the "Sans" fonts. Lucida Sans or Verdana in 10 points for the body text is a good choice (don't use Comic Sans!). This CV is set in Verdana. Subheadings such as Education and Work Experience can be slightly larger: say 12 or 14 points.    Although these are not science jobs,**[transferable skills](http://www.kent.ac.uk/careers/compet/skillquest.htm)** are mentioned here. For example, people skills, teamworking skills, communication skills - all valuable evidence that you could employ these in a science setting. This is a good place to use [**Action Verbs**](http://www.kent.ac.uk/careers/cv/actionverbs.htm)      If you have done a lot of jobs, you can**summarise the more routine jobs**, rather than filling your CV with lots of irrelevant information. |
| *All of my work experiences have involved working within a team-based culture. This involved planning, organisation, co-ordination and commitment e.g., in retail, this ensured daily sales targets were met, a fair distribution of tasks and effective communication amongst all staff members.* |  | A **nice summary of skills** obtained via [work experience](http://www.kent.ac.uk/careers/vacwork.htm), |
| **SKILLS:** |  |  |
| |  |  | | --- | --- | | **Research Dissertation** | Researched both in paper journals and on the Internet and library based research. | | **Teamwork** | I have successfully undertaken various team projects within both academic and non-academic environments. | | **Communication** | Oral communication skills expressed in presentations and in talking to the general public. Writing skills developed with essay writing. I also was a member of the editorial team for a school science newspaper.  As a sales adviser at BHS, I had to demonstrate knowledge of the different types of items sold and their uses, to be able to respond effectively to customer queries. My degree course greatly enhanced my written and verbal communication skills due to the many presentations, assignments, posters, essays and projects required. | | **Willingness to learn** | I am keen to develop my understanding and acquire new skills through employment. | | **Problem solving** | I have the ability to problem solve, tested with continuous [problem solving](http://www.kent.ac.uk/careers/sk/problem-solving-skills.htm)exercises given as assessments, which may require mathematical analysis and evaluation. | | **Computer skills** | Knowledge and experience of Windows XP, MS Word, MS Access, using email and the Internet. | |  | Again more evidence of relevant skills, focusing on some of the core [**competencies**](http://www.kent.ac.uk/careers/compet/skillquest.htm) needed in science jobs        [I**T skills**](http://www.kent.ac.uk/careers/sk/ComputingSkills.htm) are important to mention: be specific about which programs you have used. |
| **INTERESTS:**   * I enjoy current affairs and travelling. I also enjoy rugby and was a member of the Kent University Rugby Club. The latter involved participating in activities, such as fun nights out and raising money for charity events, for example, in RAG week.   **REFEREES:** |  | **Try to show**a broad variety of interests and focus more on social and active rather than solitary and passive interests. Serious commitment to at least one activity can be viewed favourably, as will evidence of getting on well with other people e.g. in team sports. Independent or challenging holidays or foreign travel can also look good.  Again, sell your [transferable skills](http://www.kent.ac.uk/careers/sk/skillsmap.htm) here: evidence of [leadership](http://www.kent.ac.uk/careers/sk/leadership.htm), responsibility, and [communicating](http://www.kent.ac.uk/careers/sk/communicating.htm). |
| |  |  | | --- | --- | | Mike Smith ( lecturer in Microbiology) Department of Biosciences University of Kent Canterbury Kent CT2 7NJ | Debbie Hackett, Manager  BHS High Street Folkestone CT17 5RU | |  | Normally you would give one academic referee (tutor or project supervisor) and one employment referee. See our **[references page](http://www.kent.ac.uk/careers/referees.htm)** |